

COORDINATED HUMAN SERVICES TRANSPORTATION PLANNING

CHAIR – SUSAN JOHNSON · VICE CHAIR – RYAN MARSHALL · PLANNING MANAGER – CURT HUTCHINGS

MINUTES

Coordinated Human Services Transportation Planning

Committee Meeting

July 17, 2013, 1:00 pm

Five County Association of Governments

1070 W 1600 S Bldg B, St George, UT

MEMBERS IN ATTENDANCE

Ms. Donna Chynoweth
Ms. Fayann Christensen
Ms. Christine Holiday
Mr. Neal Smith
Ms. Tamara Nay
Mr. Fred Davies
Mr. Mike Earl
Ms. Susan Johnson
Ms. Carrie Schonlaw

MEMBERS IN ATTENDANCE BY PHONE

Ms. Connie Lloyd

MEMBERS ABSENT

Ms. Pam McMullin
Mr. Greg Bartholemew
Mr. Dennis Broad
Ms. Launi Schmutz
Ms. Sherri Dial
Mr. Todd Edwards
Mr. Jeff Turek

OTHERS IN ATTENDANCE

Mr. Ryan Marshall
Mr. Dave Demas
Mr. Levi Roberts

OTHERS IN ATTENDANCE BY PHONE

Mr. Curt Hutchings

REPRESENTING

Garfield County Council on Aging
Kane County Council on Aging
Washington County Council on Aging
Southwest Behavioral Health Center
Cedar Area Transportation Services
SunTran Manager
Red Rock Center for Independence
TURN Community Services
Five County AOG Human Services Director

REPRESENTING

Iron County Council on Aging

REPRESENTING

Beaver County Council on Aging
Dixie Applied Technology College
Department of Workforce Services
WCSD Transportation Director
Community Action Program Director
Washington County
Washington City

REPRESENTING

Cedar Area Transportation Services
Five County Association of Governments
Five County Association of Governments

REPRESENTING

Five County Association of Governments

I. Welcome and Call to Order

Chair Ms. Susan Johnson announced that there was not a quorum present. She decided to postpone the items requiring votes until later in the meeting in case more members showed up. Mrs. Johnson asked the COA Directors to give their reports.

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II. COA Director Reports

- A. Ms. Christine Holliday shared that the Washington County Senior Center is still very busy transporting seniors. They have ever increasing ridership. She shared that the person who has been largely directing the Center's transportation services will be retiring soon and Ms. Holliday will miss him greatly. Ms. Holliday is considering obtaining a natural gas operated vehicle for transporting people in wheelchairs short distances.

A week ago they had an audit by the Utah Department of Transportation (UDOT) and again shared the frustration of being required to go to Las Vegas for service on warrantied parts. It takes weeks for parts to arrive. Mr. Roberts responded that he still has not put together a letter for UDOT and requested specific examples from Ms. Holliday and Mr. Neal Smith. Ms. Donna Chynoweth and Ms. Christensen asked to add their experiences also.

Mr. Smith shared with the Committee a list of specific requests that he has written up. Mr. Roberts thanked Mr. Smith for his well thought out feedback

- B. Ms. Fayann Christensen reported that they are doing a number of small trips. They may have to purchase a new van; their two high toppers are requiring increased numbers of repairs. Mr. Levi Roberts clarified that applications for vehicles are being accepted annually now.
- C. Ms. Donna Chynoweth asked about making changes in the buses they purchase. They experience the buses being difficult to keep on the road in the winds. One bus lost its air conditioning recently and it took three weeks to get it repaired using a mechanic up at Bryce Canyon City. Mr. Neal Smith suggested asking other agencies for help transporting their passengers when they experience a breakdown. Arrangements could be made ahead of time with their insurance agencies and work out what options are available.
- D. Ms. Connie Lloyd joined the meeting by phone. She reported that they are taking trips to St George, Tuacahn, and to a cabin. They take a bus from Parowan and one from Cedar City at the same time. They could transfer all passengers into one bus if necessary. They have roadside services available and the drivers are instructed to contact her in case of emergency.

III. Transit Director Reports

- A. Ms. Tammy Nay of CATS was happy to report that she is enjoying working under Mr. Ryan Marshall.

Their new bus is on-site now and will be completely ready for use in about two weeks. They are initiating a few small route changes; moving the stop currently in front of the TURN Community Services building one block to the west, to be closer

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to the Housing Authority. The other change is that they will go out to Love's to the north, then back to the Public Health Department and Main Street.

CATS has been able to hire two new drivers recently. She mentioned that her Dial-a-Ride ridership is still quite high. She can report at the next meeting what their regular route numbers are.

- B. Mr. Fred Davies is the new director over the SunTran services. He has recently hired four new drivers as ridership increases 11% a month. Para-transit requests have increased in the last quarter 62%. SunTran does not have the money or manpower to deal with these ridership demands. He is requesting fare increases from the St George City Council; fares have not increased in eleven years.

Mr. Davies believes that increases in fares will actually cause an increase in ridership. This is based on the mindset that if the cost of riding the bus is very low, then its purpose is to serve those with disabilities and those with severely low income. The average worker does not choose to take the bus because they do not perceive it as appropriate for their social and economic level. There are 75,000 workers who can pay and help the transit system work, while the 1,200 disabled persons, especially those using para-transit, create high expense.

Ms. Nay pointed out that they increased their fares last year from \$1.00 to \$1.50 and it did not affect their ridership in a negative way at all.

Mr. Davies also believes that there is significant fraud in the allocation of disability passes. He is seeking a solution to this challenge, but is currently occupied with staffing issues. The addition of a strictly diesel mechanic has greatly improved their vehicle maintenance and repair.

Mr. Roberts pointed out that the struggles experienced by SunTran underscores the need to come up with creative, coordination options.

IV. **Approval of March 27, 2013 and May 22, 2013 Minutes**

Additional members of the CHSTP Committee have joined the meeting and at this point in the meeting there is a quorum present.

**A motion was made by Mr. Neal Smith, seconded by Mr. Mike Earl,
to approve the March 27, 2013 and May 22, 2013 Minutes of the
Coordinated Human Services Transportation Planning Committee.**

MOTION PASSED UNANIMOUSLY

Ms. Connie Lloyd voted "Aye" by phone.

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V. Adoption of Southwest Utah Coordinated Human Services Transportation Plan

Mr. Roberts reviewed the basic strategies outlined in the updated *Southwest Utah Coordinated Human Services Transportation Plan*. He pointed out that each strategy listed includes information on where the need exists, who the stakeholders are, timing priority, and funding sources.

A change was suggested by Ms. Nay. On Page 18 it reads, “The Dial-A-Ride services people with disabilities within City limits”. Ms. Nay would like to change this to read “The Dial-A-Ride services the elderly and people with disabilities within City limits.”

A motion was made by Ms. Fayann Christensen, seconded by Ms. Tammy Nay, to adopt the updated *Southwest Utah Coordinated Human Service Transportation Plan* to replace all passed Coordinated Human Services Plans, with the change on Page 18 listed above.

MOTION PASSED UNANIMOUSLY

Ms. Connie Lloyd voted “Aye” by phone.

Mr. Roberts had previously prepared a document stating that the Plan has been approved by the Coordinated Human Services Transportation Planning Committee and this was signed by Ms. Susan Johnson, Chair. Mr. Roberts will prepare bound copies of the Plan for all Committee members, and will also be presenting it to the UDOT Public Transit Team the next day at a meeting he is attending.

VI. Work Group Progress Reports

A. Insurance Issues

Ms. Johnson stated that she and Ms. Launi Schmidt have not met to work on this issue since the last CHSTP committee meeting.

B. Bus Shelters

Mr. Mike Earl has not made any recent progress on this project. The workgroup still needs to make contact with property owners to get permission for placement of the shelters. They previously identified where they would like to place the shelters based on exposure to sunshine and areas of highest ridership.

SunTran tries to keep some benches on hand for the Boy Scouts who are placing the benches as part of their scouting projects. Mr. Neal Smith inquired who their supplier is. Both the CHSTP bus shelter workgroup and SunTran need to find funding sources.

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VII. Mobility Management Report

1. Google Directions

This App has been fully implemented and Mr. Davies is placing information about the Google Maps App on the buses themselves. There is 30' on each side of the buses for educational and arts information. 11" X 17" is a good size for advertising.

2. Travel Training

Mr. Roberts is looking for people to participate in this program. He has completed some training-the-trainers sessions and these trainers need riders to teach.

3. Title VI Training

Creating a Title VI Plan is a new requirement for those applying for funding, and UDOT PTT has put together a plan template. Mr. Roberts is arrange a local training for the future and will accommodate everyone's schedules the best that he can.

4. Mobility Mangement

Mr. Dave Demas has been assigned more hours toward Mobility Management and can be used as a resource as well as Mr. Roberts.

VIII. Other

- A. Next meeting to be held September 25, 2013 at 1:00 PM
at Five County Association of Governments

IX. Identified Action Items

- A. Mr. Roberts will supply all Committee members with printed copies of the final report.
- B. A new election of Chair and Vice-Chair will be on next meeting's agenda.
- C. Mr. Roberts will write a letter to UDOT PTT regarding the difficulty of getting Ricon warrantied bus repairs taken care of in the Five County area. He has requested actual narratives from Mr. Neal Smith, Ms. Christine Holliday, and the other Senior Citizen Directors.
- D. There is a need to pursue possible sources of funding or construction assistance for bus shelters, such as the Association of General Contractors or the Home Builders Association.

X. Adjourn

The meeting was adjourned by motion.